F.Y.I.

Your source for training opportunities

TIP OF THE MONTH

Look for something Positive in each day,

even if some days you have to look a little harder.

Let the challenges make you Strong

www.inspirationboost.com

NEO DATES
New Employee Orientation

August 24 & 25, 2016
September 21 & 22, 2016
October 19 & 20, 2016
November 16 & 17, 2016
December 14 & 15, 2016
January 11 & 12, 2017
February 8 & 9, 2017
March 8 & 9, 2017

NEO hours are 8:00 am - 4:30 pm.
(additional hours scheduled as needed)

FUTURE CPR TRAINING DATES

August 4, 2016: 8 am, 4 pm**
August 11, 2016: 8 am, 1 pm
August 12, 2016: 11:30 pm
August 18, 2016: 8 am, 1 pm
August 22, 2016: 4 pm**
August 25, 2016: 1 pm*
September 1, 2016: 8 am, 4 pm**
September 8, 2016: 8 am, 1 pm
September 9, 2016: 11:30 pm
September 15, 2016: 8 am, 1 pm
September 19, 2016: 4 pm**
September 22, 2016: 1 pm, 11:30 pm
September 29, 2016: 4 pm**

Please call ext. 7260 or ext. 7261 to register. CPR times are
8:00 am, 1:00 pm, 4:00 pm, and 11:30 pm as indicated. *CME credit for CPR.*

Community CPR
(8:00 am - 12:00 pm)

August 10, 2016
September 7, 2016
November 2, 2016
January 25, 2017
March 22, 2017

*=class reserved for new employees
**=Nursing Department staff should report at 3:00 pm

**CPR, Initial CPR, and New Employee Orientation are held in the
Staff Development and Education Department, Muncie Building.**

Forensic Care Case Conference

Date: Monday, August 8, 2016

Time: 1:30 pm - 3:00 pm

Location: Salomon Large Conference Room

Presenter: TBA

Interviewer: Lindsey Peterson, JD, PhD

Topic: "Competency to Stand Trail"

Objectives: 1) Presentation and interview by a forensic consultant in order to gather information and address the questions of the treatment team; 2) Generation of multidisciplinary discussions of best care practices regarding medication management, therapies, and interventions for a complex patient; 3) Provide education and recommendations regarding the interface of treatment and forensic issues.

Open to current SHC employees only.
1.5 hours CME Credit[*]

Morbidity & Mortality Conference

Date: Wednesday, August 10, 2016

Time: 1:30 pm - 3:00 pm

Location: M&S Building, 1st Floor Conf. Room

Presenters: TBD

Consultant: TBD

Topic: TBA

Objectives: TBA

Open to current SHC employees only.
1.5 hours CME Credit[*]
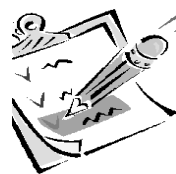
Grand Rounds

Date: Friday, August 12, 2016

Time: 10:30 am - 12:00 pm

Location: Central Conference Center

Presenter: Kate Bishop, MSSA

Topic: "Working with Transgender Persons"

Objectives: TBA

Open to current SHC employees only.
1.5 hours CME Credit[*]

Date: Friday, August 19, 2016

Time: 10:30 am - 12:00 pm

Location: Central Conference Center

Presenter: Iden D. Campbell McCollum, CPS, CPRP

Topic: "LGBTQ and Transgender/Gender Queer Mental Health and Suicide Prevention Statistics"

Objectives: 1) Identify causation of increased mental health issues and suicide ideation and attempts in the LGBTQ communities; 2) Identify local and national organizations and community mental health resources for LGBTQ patient/clients; and 3) Become familiar with new terminology and language related to the LGBTQ community.

Open to current SHC employees only.
1.5 hours CME Credit[*]

Reminder:
The Work-Study forms have been updated and are now available on eSpringfield. Let us know if you have questions about career advancement or training opportunities (X7265).

New SD&E Tip of the Month
See Page 1

Health Happenings

Fight the Bite!

You can protect yourself, your family, and your community from mosquitoes and the diseases they carry, like Zika and West Nile:

Prevent mosquitoes from breeding:

- Twice a week, empty any items that can hold water, such as flower pots, pet dishes, trash cans and lids, bird baths, and wading pools.
- Clean your yard of small items that could collect water, like toys, bottle caps, and plastic bags. Mosquitos can lay eggs in tiny amounts of water!
- Look for and remove any water puddles or pooling.
- If you have a septic tank, repair cracks or gaps. Cleanout pipes must be capped.
- Clean gutters so water can drain.
- Cover water storage containers, like rain barrels or cisterns, and repair cracks.
- Drain boats twice a week; store small boats upside down.

Prevent mosquito bites:

- Use screens on doors and windows. Repair holes in screens.
- Use air conditioning when available.
- Use an EPA-registered insect repellent with approved active ingredients:
  - DEET
  - Picaridin, also known as KBR 3023, Bayrepel, and icaridin
  - IR3535
  - Oil of Lemon Eucalyptus (OLE) or para-menthane-diol (PMD)

When used as directed, these repellents are safe for pregnant and breast-feeding women and children. Do not use repellent on babies younger than 2 months old.

- If using sunscreen, put on sunscreen first, then repellent.
- Wear long-sleeved shirts and pants. Light colors are best.
- If you spend a lot of time outside, consider treating clothes and gear with permethrin or buying treated gear.

> **Zika** is a virus spread by mosquitoes. Most people who get Zika will have no symptoms, but Zika has been linked to birth defects, so pregnant women and their partners should avoid areas where Zika is spreading. See http://www.cdc.gov/zika/geo/ for areas with Zika. As of April, 2016, there were no cases of Zika transmitted by mosquitoes in the United States. The best way to avoid Zika and other diseases spread by mosquitoes is to avoid mosquito bites.

Adapted from CDC by Carroll County Health Department, April 2016. See www.cdc.gov, our website cchd.maryland.gov or our Facebook page for more information on mosquito control and Zika.

Training Services Division News: An employee can register, through their Registration Coordinator, for classes anytime during the specified month and can take the course during that same timeframe. If the employee does not complete the course during the registered timeframe, the employee's unit/administration/department will be charged the No-Show fee of $50. Additional course information can be found at http://www.maryland.gov.

To Log Onto the HUB - FIRST TIME USERS:
- Enter your ID (the SPS Employee ID (W Number) obtained from POSC)
- Enter default password - P4ssw0rd (0 = zero)
- You will be prompted to change your password
- Change your password
- Once logged on, you may see a list of classes that have been assigned to you. Or, you may search classes - Under the Learning tab, click on Browse for Training

Directions to Get Your SPS Employee ID:
- Go to Payroll Online Service Center (POSC) (copy/paste link below into your browser) https://interactive.marylandtaxes.com/Extranet/cpb/POSC/User/Start.aspx
- Click on View SPS Employee ID - this will give you your logon ID for the HUB
- Click on the HUB link that is provided
- You may either search classes or ones will be assigned for you to complete.

Any questions or concerns regarding the HUB may be forwarded to the DHMH Training Services Division at(410) 767-1605.

Upcoming Training Services Division Educational Opportunities

Unlocking the Power of Your Soft Skills
This course is designed for all employees who are interested in enhancing their interpersonal skills and exploring ways that will ultimately lead to their continuing success.
- Differentiate between soft and hard skills.
- Determine ways to enhance your soft skills.
- Recognize the attributes of contributing to a positive attitude.
- Examine how good work habits will contribute to your overall success.
- Identify ways that will help you focus on self-development

September 1, 2016   9:00 am - 12:00 pm
   201 West Preston Street, Room L2

Customer Service: A New Way of Thinking
This NEW class is appropriate for all DHMH employees as providers of service to our internal and external customers. This facilitator-led class will discuss shifting our culture at DHMH to create a new way of thinking about our customers as: Every Person, Every Contact, Every Day
You will learn how to look at your own role at DHMH and discover business and personal approaches to create a customer centric work environment and a positive customer experience.

September 8, 13, 21 or 29, 2016   900 am - 12:00 pm
   201 West Preston Street, Room L1 (9/8, 9/13)
   201 West Preston Street, Room L3 (9/21)
   201 West Preston Street, Room L4 (9/29)

Office of Information Technology classes, listed below: class size is limited to 12, therefore the date you request is not guaranteed. If you have submitted an enrollment form and have not been notified by the Office of Information Technology (OIT) scheduling coordinator to attend, the class you requested has been filled. In the event you cannot attend after you are confirmed you may cancel up to 3 business days before the course or send a replacement. OIT is pleased to continue offering all open enrollment courses to DHMH personnel free of charge. However, a $75.00 charge will be assessed for confirmed participants who fail to attend the course. All of these classes are held at 201 West Preston Street in Baltimore. For more information about how to register, contact SDED at ext. 7260. **DHMH Inclement Weather Policy** (For OIT Classes listed below): If the Liberal Leave policy is in effect for DHMH, any scheduled classes will be postponed until a later date. To find out if the Liberal Leave policy is in effect, you can call the DHMH Emergency Telephone Line at 1.877.285.6407. Scheduled classes will also be postponed if Baltimore City or Baltimore County schools are delayed or closed due to inclement weather. The scheduled individuals will be rescheduled and notified automatically and need not reapply for the class.

DHMH Office of Information Technology (OIT) Training Classes